

Minutes of the Health & Human Services Committee
Thursday, October 6, 2005

Chair Stamsta called the meeting to order at 8:35 a.m.

Present: Supervisors Duane Stamsta (Chair), Rob Hutton, Andy Kallin, Bill Kramer, Jim Jeskewitz, Barbara Roncke and Sandy Wolff. Supervisor Hutton left the meeting at 11:37 a.m.

Also Present: Services Director Cathy Bellovary, Administrative Services Manager Russ Kutz, Health & Human Services Director Peter Schuler, Senior Financial Analyst Andy Thelke, Adolescent & Family Services Manager Pat Voss, Intake & Support Services Manager Antwayne Robertson, Deputy Health & Human Services Director Don Maurer, Child & Family Services Manager Jesus Mireles, Senior Financial Analyst Clara Daniels, Senior Analyst Steve Krafcheck, Long Term Care Manager Jack Bodien, Chief of Staff Lee Esler, Office Services Coordinator Windy Jicha, Public Health Assurance Supervisor Irene Ridgeman, Economic Support Services Coordinator Sue Schmitz.

Schedule Next Meeting Dates

- October 7
- October 13
- October 27

Chair's Executive Committee Report of 9/12/05

Stamsta said the committee reviewed capital projects at this meeting.

Discuss and Consider the 2006 Operating Budget for the Senior Services Department

Bellovary quickly reviewed the overall Senior Services Department budget and department objectives as found in the 2006 budget book.

Kallin asked how many volunteer hours will the department have this year? Bellovary said she estimates the volunteer hours to be 31,959, which is a substantial decrease. This decrease is due to an aging volunteer base, new formalities required for volunteer drivers and seniors working longer and no longer available to become volunteers. Her goal is to maintain the number of volunteers.

Bellovary reviewed the Information and Assistance program budget. Roncke asked why is there such a fluctuation of the number of newsletters distributed? Bellovary said other priorities arose last year. Putting together the newsletter is time consuming but people really appreciate it.

Bellovary briefly reviewed the Benefit Specialist budget. There is an increase in the 2005 estimate for personnel costs in the Benefit Specialist budget due to the implementation of Medicare D. The other revenue (\$250) listed in the budget comes from donations.

Bellovary reviewed the Community Services budget. The services provided in this budget help seniors remain in their homes and communities as long as possible. The 2005 fall conference already has 301 registrants. They can host 350 participants and expect to have a long waiting list. One hundred dollars is budgeted to pay for the keynote speaker at the event but the other presenters volunteer their services. They are always trying to find new and exciting speakers for the conference.

Esler asked how is the respite care contract set up? Bellovary said we have multiple arrangements and contracts with providers. Seniors can go to day centers, nursing homes or have someone come to their homes to provide respite care.

Hutton asked how old is the volunteer base? Bellovary said basically it is in the 70s with some fluctuation when youth groups volunteer. They would like to be able to use more youth and college age volunteers but setting up younger volunteers can be time-consuming and carries a higher amount of risk. Krafchek said it takes a significant amount of time for the department to perform background checks and the department has to pay the state for each one. Stamsta said it is important to provide volunteers in the department but each year we cut the number of staff available to recruit and work with volunteers.

Bellovary reviewed the Transportation Services program budget. This is a large part of what the department does. Many of our Rideline trips are for medical needs. She is working with the dialysis clinics to keep transportation costs down and to see if they will help cover some of the transportation costs. There are many concerns with transporting dialysis patients especially when they are of advanced age and weak. Transportation services keep seniors independent and in the community. Years ago the department used to do more social rides but had to forego some of those trips to cover medical rides.

Esler said why is the county levy decreasing while the state revenues are increasing for Transportation Services? Krafcheck said historically the DOT budgets a 2.5% to 3% increase in elderly transportation funding. This year there is a spike in the state level of funding and the first time we've exceeded the 2.5% to 3% increase.

Bellovary reviewed the Adult Day Care and Administrative Services programs and Nutrition Fund budgets. Hutton said he struggles with the home delivered meals costing \$7. Why can't the county require payment for the meals? The county is subsidizing \$5 per meal even if the senior can afford to pay for it. Bellovary said they send statements to participants each month listing the cost of meals. The department does get some payments and donations. Kallin asked how is the frozen meal program coming along? Bellovary said people like it but miss the face-to-face contact with the driver. This program doesn't allow someone into homes every day to check on the seniors.

Stamsta asked why do the meals cost more in the congregate meal program versus delivered meals? Krafcheck said it depends on how the cost of the meals is determined. There are program charges in the congregate nutrition that need to be covered. Bellovary said this budget also includes building rentals, garbage costs, carpet cleaning, etc. The committee discussed the fact that money could be saved if all the meals were delivered. Bellovary said it is important to provide seniors with socialization to be healthy. Also, we would never be able to find enough drivers to deliver all the meals. Krafcheck said the home delivered program also covers the cold meals, which cost less than hot meal production.

MOTION: Kramer moved, Jeskewitz second, to tentatively approve the 2006 Operating Budget for the Senior Services Department.

MOTION: Kallin moved, Kramer second, to amend the nutrition fund objectives to include an objective to investigate in 2006 for 2007 the costs savings of providing more cold meals than hot meals. Motion carried: 7-0.

Bellovary said they are working with purchasing on this. We must purchase so many hot meals to keep costs down.

On the original motion: motion carried: 7-0.

Future Agenda Item

- Informational Presentation on Medicare D

Overview of the 2006 Operating Budget for the Health & Human Services Department

Schuler and Mauer presented the Department of Health and Human Service budget introduction. Schuler explained the challenges and joys of preparing the HHS budget. He reviewed departmental objectives and achievements. Total expenditures for the entire 2006 HHS department budget are \$96,179,518 while revenues total \$75,058,929. The total tax levy needed for the department in 2006 is \$21,120,589, which is an increase of 3.3% from the 2005 budget. The department may need to bring an ordinance to the board to use contingency funds if the financial situation doesn't improve. If revenues continue to come in and collections can collect payments from clients, the situation could turn around. The department is employing every money saving technique possible. It is harder to save money in the later part of the year. Schuler is concerned with the economy and how it will affect clients especially with the anticipated high fuel and heating costs this winter.

Supervisor Hutton left the meeting at 11:37 a.m.

The committee and presenters discussed at length the department's billing and collections situation. It was determined that all services have been billed but not yet collected.

Discuss and Consider 2005 Operating Budgets for the Following Divisions in the Health & Human Services Department:

Clinical Services

DeMares presented the Clinical Services Division 2006 budget. He reviewed the division objectives as outlined in the budget book. DeMares talked about the challenges his department faces regarding treatment for current drugs of choice, Medicare Part D and drug company indigency programs, long term treatment, collections, etc. DeMares reviewed the Mental Health Outpatient and Support Services program budget highlights, which explain personnel costs increases, changes in the number of FTEs, changes in operating expenses, increases in interdepartmental charges, etc. Additional charges for services in the budget reflect increased client fees associated with expanded crisis intervention services of \$50,000 and \$69,500 in Community Support programming. The Comprehensive Community Services (CCS) benefit is estimated at \$216,930 offset by a reduction of \$37,000 in base fees to partially account for services that will be incorporated into the CCS benefit. Other revenue reflects an increase in client SSI benefits.

DeMares reviewed the AODA Outpatient Clinic and Support Services budget. The personnel costs incorporate the abolishment of one senior AODA counselor and the creation of a dually licensed clinical therapist. This change will allow the division more flexibility. DeMares reviewed the performance measures for the division. The 2005 estimate and 2006 budget for the percent of AODA outpatient clients who abstain or reduce usage at discharge should read 75% not 70%. The number will be corrected in the final budget.

MOTION: Kramer moved, Jeskewitz second, to tentatively approve the 2006 Operating Budget for the Clinical Services Division - Mental Health Outpatient and Support Services, and AODA Outpatient Clinical and Support Services. Motion carried: 6-0.

DeMares reviewed the Mental Health Center budget. The Center has had to make a variety of operating changes due to two recent occurrences in the facility. Operating expenses reflect increases in drug costs,

food service, third party pool nursing service and medical supply costs. DeMares quickly reviewed the Centers performance measures found on page 185 of the budget book. Thirty percent of the patients in the Mental Health Center have insurance while 30% are covered by Medicare.

Esler asked if there are any programs we can implement to reduce the length of stay and therefore expenditures? DeMares said length of stay doesn't drive expenditures but rather length of stay influences revenues. Expenditures are driven by security functions. The length of stay at the Mental Health Center is low compared to other public hospitals.

DeMares said there is extra money in the budget for the dietary manager. The county redid the contract with Aramark (the food service provider) and the Mental Health Center is billed directly for service. The additional site technicians and nurse's aids positions were added in anticipation of the results of the state facility inspection.

MOTION: Kramer moved, Kallin second, to tentatively approve the 2006 Operating Budget for the Clinical Services Division - Mental Health Center fund. Motion carried: 6-0.

Intake & Support Services

Robertson reviewed the Intake and Support Services budget. He did not review the 2006 objectives because the committee reviewed them in September 2005. Robertson reviewed the program highlights for the 2006 budget as found on page 154 of the budget book. Operating expenditures primarily reflect a 1% decrease to most services contracts and a 50% reduction to selected contracts, which include prevention awareness, community education and children's domestic abuse counseling services. The affected service providers are working with each other and the county to do what they can to come up with additional funds. There is a personnel cost reduction of \$308,705 which reflects the work assignment transfer of 5.00 FTE Juvenile Court Intake staff from the Intake and Support Services Division to the Adolescent Family Services Division and general wage and health insurance increases. Robertson and Schuler described the problems they are having with WiSACWIS..

Robertson reviewed the Economic Services Administration and Support budget including the program description, staffing, expenditures, revenues, program highlights, performance measures and activities.

Wolff asked if there were negative effects due to the elimination of general assistance burials costs? DeMares said when "push came to shove," families found a way to pay for the burials. Schuler said if there are future discussions regarding where to "put" money for low income burials, the money should be in the Medical Examiners budget. HHS shouldn't be responsible for the bodies and the costs. If no one claims a body from the Medical Examiners office, the Medical Examiner is responsible for disposing of the body and can seek reimbursement from the state.

Robertson said there is a decrease of \$45,100 in repayments from BASIC recipients because of program reduction. Schuler said we chose to eliminate this program because it is not a state mandated program. DeMares said the program recoups approximately 25% of funds paid to participants when they qualify for SSI. Robertson said the department will be spending \$17,250 to replace computer monitors for economic support staff. The current monitors are too small to run the computer program and staff is unable to perform their jobs without larger monitors.

Robertson gave a short report on the number of Hurricane Katrina evacuees being served by Waukesha County. Economic Support has four individuals and public health has seven individual, unduplicated cases. ESS and Public Health are both supporting one family each. There are three families receiving

support from both ESS and Public Health. There are mechanisms in place to track evacuees and to make sure they get necessary services.

MOTION: Kallin moved, Kramer second, to tentatively approve the 2006 Operating Budget for the Intake and Support Services Division in the Department of Health and Human Services. Motion carried: 6-0.

Child & Family Services

Mireles began his presentation by reviewing the objectives, program description, budget numbers, performance measures and activities of the Birth to Three Program. The Maintenance of Effort involved with the Birth to Three program is \$277,600. The tax levy reflects direct program operations. The balance of support exists within the Administrative Services Program for associated overhead and supervisory support.

Next, Mireles reviewed the Child and Family Services program budget including program description and highlights, performance measures, department standards and activity as found in the 2006 budget book. The federal government has set a national performance standard of no more than 6.1% of children who are substantiated victims of abuse or neglect will, within six months, experience a new episode of substantiated abuse. The county tries to reach or exceed this standard. Ninety percent of families returning surveys report that the services provided by this program helped their family. The Division is unable to produce some necessary reports to track family progress due to problems with WiSACWIS.

Mireles reviewed the Permanency Services/Alternate Care program including the program description, budget numbers, performance measures, program highlights and activities as found in the budget book. Operating expenses reflect a transfer of \$118,971 and transportation funding of \$17,700 to the Child and Family Units. Operating expenses also reflect the elimination of the Parent Mentor Program of \$12,000 and Administrative Reviews Permanency Planning Program of \$25,000. General government revenues reflect an increase of Medicaid's Children's Long-Term Support (CLTS) – SED Waiver funding. Charges for services reflect a slight decrease in parental fees and the addition of crisis intervention funding of \$16,665. Other revenue reflects an increase of \$140,928 from social security/SSI and adoption subsidy funding.

Mireles reviewed the Autism Waiver Services budget including program description, budget numbers, program highlights and activities as found in the budget book. This program is funded by the state. The main problem getting this program running in Waukesha County was finding a sufficient number of vendors to provide programming. Esler asked what is the parental fee? Mireles said the maximum parental fee is \$10K annually for \$35K in services. There is an eligibility formula used to determine how much families pay based on eligibility.

MOTION: Kramer moved, Wolff second, to tentatively approve the 2006 Operating Budget for Child and Family Services Division in the Department of Health and Human Services. Motion carried: 7-0.

Adolescent & Family Services

Voss reviewed the Adolescent and Family Services program budget including review of the program description, budget numbers, program highlights, performance measures and activities. Personnel costs increase \$312,955 reflecting wage and benefit increases and the work assignment transfer of 3.5 FTE positions from Juvenile Court Services to this program area, one action taken in an overall plan to improve staff to supervisor ratios, enhanced service delivery and WiSACWIS implementation in the Access Units.

Kallin asked why was the staff to supervisor ratio being changed? Voss said the supervisors were spending more time using WiSACWIS. The belief was that if we could free up a supervisor, it would help staff to better acclimate with the system. Mauer said supervisors needed to be available to interact with staff. Voss said the ratio of supervisors to staff varies from one to 11, one to 14 and one to eight. Mauer said new workers sometimes take less time dealing with cases because they are unaware of all the questions they should ask. Sometimes the more seasoned workers have more experience to know when to keep at a case to get answers. Schuler said younger workers have more experience with computers and handle that part of the job faster.

Voss reviewed the 2006 budget for the Juvenile Court Services Program including program description, budget numbers, program highlights, performance measures and activities. Personnel costs increase \$120,202 reflecting wage and benefit increases and the addition of five FTE positions transferred from the Intake and Shared Services Division, Juvenile Court Unit. This increase is partially offset by the work assignment transfer of the 3.5 FTE positions from Juvenile Court Services to Adolescent and Family Services. The budget reflects an increase in state charges for correctional institutional placements due to an increase in the day rate to \$203. The rate will increase to \$208 in 2007.

Voss reviewed the 2006 Juvenile Center budget including the program description, budget numbers, program highlights and activities. On ground schooling is provided as well as daily structured activities. Volunteers and Center staff provide the structured activities. Nursing and physician services are provided to this program through Waukesha Memorial Hospital. General government revenues increase \$4,790 reflecting federal government reimbursement for increased food service costs. Charges for services increase \$8,650 owing to greater client fee collection related to an anticipated increase in childcare days. In 2005, they are running at 49% capacity. The increase in childcare days is on target with the June projection. There are fewer kids in the Center but the youth stay for a longer period of time and have more extensive problems. We have agreements with Walworth, Jefferson and Dodge Counties to provide placements.

MOTION: Roncke moved, Kramer second, to tentatively approve the 2006 Operating Budget for Adolescent and Family Services Division in the Department of Health and Human Services.

MOTION: Kramer moved, Jeskewitz second, to adjourn the meeting at 4:43 p.m. Motion carried: 6-0.

Respectfully submitted,

Andrew J. Kallin
Secretary